

**TOWN OF DARIEN
BOARD OF SELECTMEN
NOVEMBER 25, 2013**

ATTENDANCE: First Selectman Jayme Stevenson; Susan Marks, Gerald Nielsen,
F. Reilly Tucker.

STAFF: Karl Kilduff, Administrative Officer

OTHER: Anthony Homicki, Tax Assessor; Robert Steeger, DPW

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 7:45 p.m.

Presentation from Assessor on State Mandated Property Revaluation

Mr. Anthony Homicki, Darien Tax Assessor provided an oral report of the State Mandated Property Revaluation and an overview of the changes since 2009. He reported that an outside consulting team has been hired and notices of assessment revaluation have been released. He explained that the result of these efforts is the annual reconciliation of the Grand List which will be signed the last day of January 2014. There was a discussion of the market value decline in residential property values of between 3% and 8%. Mr. Homicki fielded questions and comments from Board members, and included in his report was a review of the following:

- The history of how the Town Assessor database systems have evolved with technology from Lotus data base to Excel spreadsheets to state of the art systems with GPS mapping and interactive applications.
- Advances in technology have enhanced capability to look at maps including waterfront location, condition, age, size, and quality of improvements.
- Reviewed of the Appeal Procedure. 10/1/2013 Property Revaluation Program.
- 2013 Revaluation Press Release is posted on the Town website under the Tax Assessor's Office page that includes toll free number: 877-394-3379.
- Description of the process whereby hearings are set up as an informal review where the Appeal Board analyzes real estate transactions that determine the in depth factors through analysis to develop mathematical models in estimating market values of all properties.
- Public Presentation is scheduled for December 4, at 7pm at Darien Town Hall.

FIRST SELECTMAN'S REPORT

First Selectman Stevenson reported that a draft of the bylaws to approve the SWRPA merger is in process and the final draft will be shared with it becomes available. She explained that logistics are being worked out such as location, types of services, overlap in services and the determination of the COG administrative issue. There will be a presentation on COG to follow once it is determined if a charter revision is required.

ADMINISTRATIVE OFFICER'S REPORT

Mr. Kilduff provided his oral report as follows:

- Weed Beach oil spill clean up continues through the approval process with remediation through DEEP. Timing is yet to be determined.
- Internal budget submittals are in development with the budget due the end of January.
- Commodity pricing is in process pending Board of Education partnering with utilities, diesel and heating oil.

PUBLIC COMMENT – None

NEW BUSINESS

Discuss and Take Action on Settlement of Westmere Group, Inc. vs. Town of Darien.

**** MR. NIELSEN MOVED TO APPROVE THE SETTLEMENT OF WESTMERE VS. TOWN OF DARIEN AS PREVIOUSLY REVIEWED.**

**** MR. TIERNEY SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Discuss and Take Action on Board of Selectmen Meeting Schedule for 2014

Pursuant to Section 1-21 of the Connecticut General Statutes, the following dates of regular meetings of the Board of Selectmen are hereby established for 2014. Meetings shall be held at the Town Hall in Room 206, unless otherwise indicated.

January 6	Monday	7:45 p.m.	July 7	Monday	7:45 p.m.
January 13	Monday	7:45 p.m.	July 8*	Tuesday	8:30 a.m.
January 14*	Tuesday	8:30 a.m.	July 21	Monday	7:45 p.m.
February 3	Monday	7:45 p.m.	August 4	Monday	7:45 p.m.
February 24	Monday	7:45 p.m.	August 25	Monday	7:45 p.m.
March 10	Monday	7:45 p.m.	September 8	Monday	7:45 p.m.
March 24	Monday	7:45 p.m.	September 29	Monday	7:45 p.m.
April 7	Monday	7:45 p.m.	October 6	Monday	7:45 p.m.
April 8*	Tuesday	8:30 a.m.	October 7*	Tuesday	8:30 a.m.
April 21	Monday	7:45 p.m.	October 20	Monday	7:45 p.m.
May 5	Monday	7:45 p.m.	November 3	Monday	7:45 p.m.
May 19	Monday	7:45 p.m.	November 17	Monday	7:45 p.m.
June 2	Monday	7:45 p.m.	December 1	Monday	7:45 p.m.
June 16	Monday	7:45 p.m.	December 15	Monday	7:45 p.m.

* Joint Town Department Heads Meeting

The proposed calendar of meeting dates was presented. There was discussion on the possibility of moving up the time of the meeting to earlier in the evening. It was suggested that this could be done and to change the order of agenda to provide adequate time for holding public comments at the end of the meeting. It was agreed by consensus of the Board to approve the meeting dates as submitted and to table approval of the meeting time until the next meeting.

Discuss and Take Action on Ratification of Minute Format

Sample minutes from surrounding towns were reviewed and there was discussion on following an action format for the minute record. It was agreed to follow an action minute summary style with the comments to be added upon request. It was noted that handouts, reports and commentary may be incorporated into the minutes as requested for the record.

**** MS. MARKS MOVED TO APPROVE THE FOLLOWING:
THE DARIEN BOARD OF SELECTMEN HEREBY ADOPTS THE USE OF "ACTION MINUTES" WHICH COMPLY WITH THE REQUIREMENTS OF ROBERT'S RULES OF ORDER TO DOCUMENT IN SUMMARY FASHION THE ACTIVITIES OF THE BOARD'S MEETINGS, PROVIDED THAT SUCH MINUTES MEET THE REQUIREMENTS OF STATE STATUTE. BOARD MEMBERS MAY REQUEST A SUSPENSION OF THE ACTION FORMAT TO INCLUDE COMMENTS ON A PARTICULAR ACTION ITEM.**

**** MR. TIERNEY SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Transfers: - Transfer from the Capital Contingency Account.

Mr. Steeger referred to the supporting documentation and explained the purpose is to incorporate updated hydrology and hydraulics into the Flood Insurance Rate Maps. He stated that in the final stages of this work the funds requested will comply with the FEMA comments and questions to facilitate completion of the projects.

<u>From:</u>			<u>To:</u>		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
30111014-908600	Capital Contingency	\$18,000	30444144-910903	Flood Mapping Revision	\$18,000
	TOTAL	\$18,000		TOTAL	\$18,000

**** MR. NIELSEN MOVED TO APPROVE THE ABOVE TRANSFER REFERRAL TO THE BOARD OF FINANCE AS REQUESTED.**

**** MR. TIERNEY SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY**

Agenda Review –

There were no specific items discussed for agenda review. It was noted that the First Selectman would set the next upcoming agenda with input from the Board members.

APPROVAL OF MEETING MINUTES

Regular Meeting of November 4, 2013

The following corrections were requested:

Page 1, paragraph 2: Sentence 1: Change Nielsen to Bayne. Sentence 2, change Bayne to Nielsen and replace sub with outstanding D'Apprio payments to subcontractors.

Page 2, Paragraph 1, Sentence 2: change sessions to session and noted that a gun violence bill was passed that included among other things gun registration... Add mental health first aid before course. Delete "the factor of" and add issues after health. .

Paragraph 2: Sentence 1: change freeform to reform, sentence 2: delete "of more dorms in the" and "more regionalization such as", replace with: after housing on the satellite campuses such as Stamford and moving West Hartford.

Paragraph 3: change engineered to modified. Paragraph 5: change hear to year. Last sentence change impact in to the need to move to a system of.

Page 3: Paragraph 1: change of to for and delete and legislative options.

Paragraph 2: change is to are, and replace the sentiment to with applauded his support of. Paragraph 5: Start a new paragraph after (AHP)

Page 5: Paragraph 1: end the first sentence after Klein. Next Sentence with The purpose of the meeting was for the Commissioner to give an overview of her departments responsibilities and to provide the Town with resource materials.

Paragraph 2: replace "in place at the schools" with available here at Town Hall. Under Administrative Officers Report, sentence 3: after recommended, add "for schools".

- ** MR. NIELSEN MOVED TO APPROVE THE MINUTES OF NOVEMBER 12, 2013 AS SUBMITTED BY THE ADMINISTRATIVE OFFICER.**
- ** FIRST SELECTMAN STEVENSON SECONDED THE MOTION.**
- ** MOTION PASSED WITH TWO VOTES IN FAVOR (STEVENSON, NIELSEN) NONE OPPOSED, AND TWO ABSTENTIONS (MARKS, TIERNEY).**

Special Meeting of November 12, 2013

- ** MR. TIERNEY MOVED TO APPROVE THE MINUTES OF SPECIAL MEETING OF NOVEMBER 12, 2013 AS SUBMITTED.**
- ** MR. NIELSEN SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY**

OTHER BUSINESS – NONE

FORTHCOMING MEETINGS

November 26, 2013	Board of Education Regular Meeting at 7:30 p.m.
November 26, 2013	Planning & Zoning Commission Public Hearing at 8:00 p.m.
December 2, 2013	Board of Selectmen Regular Meeting at 7:45 p.m.
December 10, 2013	Board of Education Regular Meeting at 7:30 p.m.
December 16, 2013	Board of Selectmen Regular Meeting at 7:45 p.m.
December 17, 2013	Board of Finance Regular Meeting at 7:30 p.m.
December 18, 2013	Parks & Recreation Commission Regular Meeting at 7:30 p.m.

First Selectman Stevenson noted the above meeting schedule was a summary of upcoming meetings, but a complete listing is posted on the Town's website.

Adjournment

**** MR. NIELSEN MOVED TO ADJOURN.**
**** MS. MARKS SECONDED THE MOTION.**
**** MOTION PASSED UNANIMOUSLY**

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services